

DOE ARRA Amended Local Plan – Cover Page

Due Date **October 30, 2009**

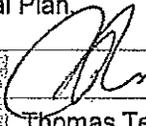
Email To **localplan@csd.ca.gov**

Contact for Questions

Agency Name	Community Action Agency of Butte County, Inc.
Contact Person	Rae Rush
Title	Housing & community Development Department Director
Phone Number	530.538.7534 Ext. 203
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Participation Acceptance

Our agency is interested in participating in the DOE ARRA Program. We certify that we have the capacity to provide the required services within our service territory as outlined in the Local Plan.

Signature	
Name	Thomas Tenorio
Title	Executive director
Phone Number	530.538 7559 Ext.102
Email	ttenorio@buttecaa.com
Date	October 31, 2009

CSD Approval

Approved by	
Approval Date	

DOE ARRA Amended Local Plan

Instructions

It is important to first read the DOE ARRA Local Plan Instructions provided as a separate document before completing this plan.

General Plan

Describe your current progress towards your local plan goals and ramp-up to increase capacity and outreach in anticipation of receiving the DOE/ARRA Production contract:

The agency completing necessary staffing requirements.

On-going internal agency field trainings, Webinar trainings and attendance at PG&E Stockton Training Center for new staff. They include Basic Weatherization, CAS, Blower Door and Duct Testing.

Updated weatherization trainings at PG&E Stockton Training Center and Webinar trainings for agency long term staff.

Completing Vehicle purchase bid requirements for program expansion.

Tools and additional equipment procurement activities.

Continuing Television PSA's of agency weatherization programs.

Work stations, new computers, and software and office equipment obtained for program expansion.

Key staff attendance at required CSD Webinars and Teleconferencing meetings.

In reviewing the amount of your allocation, will you be able to build capacity enough to accept and spend the total amount for your entire service area?	Yes
If not, what % of the allocation can you accept?	100%
For multi-county agencies, will you have the capacity to spend funds proportionate to each county's allocation and meet the 50% threshold in each county by the required deadline?	N/A

Outreach to Potential Clients

Describe how you will increase your outreach efforts to reach the necessary number of low-income clients needed to meet your ARRA production goals. If you are a multi-county agency, describe how this will be accomplished in each county:

The agency has developed an updated television documentary of agency weatherization program services to expand outreach and public awareness.

Department staff continues to expand outreach at local Butte County events that include parades, fairs and other charity/civic events. Agency flyers mailed are given out to interested parties. Staff will continue to monitor and replenish flyers at neighborhood/community areas such as county offices, churches, businesses

and community billboards.

Department work vehicles include agency name, telephone number, contractors state license number, and includes our SaveUEnergy logo and WEB address.

Agency WEB site will contain numerous weatherization relating promotions. We will use public promotions of our new Training Center to promote availability of services.

Identify the main Action Steps required to achieve the goals above utilizing specifics such as timelines, potential partners, marketing plans, etc.

Step 1: Extensive marketing plan and media outreach to connect with un-served or hard to reach households.

Step 2: Outreach to educate local community and church leaders, conservation or green organizations about agency programs. Updated agency informational flyers for release and media outreach.

Step 3: Monthly program activity until term date.

- Bench marketing, measuring and examining work progress monthly to ensure objectives, mandatory contract compliances and performance.
- Conduct QA's to ensure completed work quality, field staff conduct, professionalism, work satisfaction and completeness.
- Complete pre and post inspections of required work.
- Key management staff review and examination of reports/activities to ensure continual accuracy of reporting systems and submittal time frames to CSD.
- Trainings scheduled or information sharing as needed for staff and updates of any program clarifications, changes or requirements.
- Committed communication with CSD.
- Maintaining adequate staffing levels, vehicles, equipment and tools.
- Continue bi-monthly general and safety meetings for all staff to enhance program effectiveness and safe working operations.

Detail progress made in this arena with respect to actual, tangible achievements. Be specific with regards to dates, details, and participants.

Progress and on-going activities and achievements YTD:

- Staffing level increased. Employed 14 additional staff to handle work load for DOE ARRA. Completion December 2009.
- Completed Work stations and are operational for Webinar trainings In-house in September 2009.
- Continuing television PSA's.
- Key Department staff attended CSD mandated Webinar trainings or teleconferencing meetings for reporting requirements for DOE ARRA. during summer/fall 2009.
- Field Staff trainings are on-going for Weatherization, CAS, Duct Testing and Blower Door at **PG&E Stockton Training Center** and also at the new

agency Energy Efficiency Training Academy (EETA). Time frame fall 2009 and winter 2009/10.

- Assessment education course work for new Assessors/Intake Field staff scheduled January 2010.
- Developed internal data bases for DOE ARRA work. Completed fall 2009.
- Filmed a documentary regarding agency WX programs for television (fall 2009) and release is anticipated spring 2010.

**Outreach to
Elected
Officials**

Describe how you will increase your outreach efforts to educate and possibly partner with your local elected officials. If you are a multi-county agency, describe how this will be accomplished in each county.

Outreach efforts to include:

- Extensive media and newspaper articles educating the public regarding energy conservation, theory and best practices.
- Distribution of flyers or informational pamphlets containing agency programs and how interested applicants may apply. These will be displayed at community centers, city and county offices, churches, local agencies and organizations and other charity centers and clubs.
- The agency Executive Director will contact elected officials or congressional representatives for photo opportunities and newspaper articles. Commentary will include DOE ARRA program service information and agency stories of program successes in helping low income households reduce energy usage and the lowering of their utility bills. This will generate interest and support from the community at large.

Identify the main Action Steps required to achieve the goals above utilizing specifics such as timelines, contact people, etc.

- Media information and flyers distribution on-going through contract period.
- Information that is appealing and generates interest in energy home improvements and the ways and means to reduce personal household energy costs.
- Outreach mechanism to local organizations, civic groups, and others must be on-going throughout the contract period as interest will wane if not consistent, informative and extensive.
- Agency will develop and distribute flyers county wide.
- PSA's will continue.
- Agency has access to a data base of PG&E CARE households who did not receive WX services or infiltration WX services through the PG&E Energy Partners program because of propane heating service accounts.

Detail progress made in this arena with respect to actual, tangible achievement. Be specific with regards to dates, details, and participants.

This is being achieved by the networking with community leaders and partnering with other organizations and agencies. Television PSA's are being broadcast every day by local network stations and radio spots are also being broadcast daily.

General interest from the public is increasing as we are receiving inquiries from the public regarding WX programs and their possible eligibility and our application process for services.

**Outreach to
Potential
Partners and
Community**

Describe how you will increase your outreach efforts to educate and inform the community at large and create an environment that fosters partnerships in your local community. If you are a multi-county agency, describe how this will be accomplished in each county.

By targeting our outreach efforts to local organizations, churches, civic groups and others about agency programs will provide greater impact as they have direct and frequent contact with many disadvantaged and low-income household groups.

They will also help spread the word. This partnership will lead to referrals and maximize outreach and provide added information sharing to these vulnerable and diverse population groups and other possible eligible households.

Identify the main Action Steps required to achieve the goals above utilizing specifics such as timelines, contact people, etc.

This will be an on-going process in 2010. The agency will contact key staff within these organizations by following these action steps;

- Frequent communication with key staff within each organization for outreach and education activities about WX program services for their clientele.
- Schedule time and date for appointments.
- Provide literature and flyers for distribution.
- Meetings with key staff as necessary.
- Provide agency speakers for interested groups within an organization or its clientele.

Detail progress made in this arena with respect to actual, tangible achievements. Be specific with regards to dates, details, and participants.

- This agency has established long standing relationships with local organizations, civic groups, church leaders, charitable groups and others.
- Routinely, agency flyers and other information are left at key agency/organizations work sites by agency HCD department staff members.

- The agency has identified each agency/organization key staff members, their telephone numbers, and work addresses in order to set agenda's for outreach, trainings and information sharing. This was intensified in December 2009.

Quality Assurance

For each question in this section, provide a comprehensive narrative on your current processes and what changes you will make to increase the oversight of program staff and subcontractors to ensure that:

Only eligible households are served and that priority will be given to vulnerable populations and those with high energy burden per DOE regulations.

The agency has its own data base of applicants that contain WX needs or energy crisis needs, income, family size, energy burden, vulnerable and diverse population groups and other information for priority.

The agency has access to a data base containing PG&E CARE qualified utility customers in Butte County.

The agency networks with local community leaders and partners with other charitable service organizations to maximize outreach in order to locate the uniformed and vulnerable population groups.

Only feasible measures are installed, all measures billed to CSD were installed, and workmanship meets CSD standards.

The agency cross trains its field staff. Long term agency staff has numerous WX certifications and we use them to train new staff before they attend training centers or any other trades or weatherization schools.

The agency has one of the highest pass rates in the PG&E Energy Partners program for years and has received many awards.

The agency has on-going routine work inspections, and the agency has employed two certified building inspectors to conduct pre and post inspections and assessment work of homes.

Agency Field Supervisors routinely conduct on-site inspections of field work for correct materials, method and if installation requirements are met. Additionally appropriateness, specifications, quality and to ensure CSD WX standards are completed for program compliance and customer satisfaction

All records meet CSD standards, billing is accurate and truthful, and reports are submitted on time.

The agency has performed well and the last CSD monitoring report (June 2009) reflected that.

Describe in detail the applicable Action Items that will need to be addressed in order to achieve compliance in the above three areas. Specify how these action items will be achieved through the concepts of who is responsible, how and when the actions will occur, and why the action is important.

Agency data base collects information regarding client eligibility, household or family demographics and need,

Agency Assessors make determinations from the approved priority plan to achieve program compliance and priority. Agency Assessors are PG&E certified Energy Specialists, and three of them are certified WX Specialists. Trainings when necessary and required for program compliance.

Scheduling of intake/assessment appointments is made and work schedules are made from priority according to the highest priority and need. This work is completed by the department marketing and scheduling divisions.

Construction Field Supervisors are cross trained in CAS testing, Blower Door, Duct Blasting and three are certified Energy Specialists (Assessor). They conduct on-going field trainings and trouble-shooting,

Their work includes pre and post work inspections, work quality of installed measures, appropriateness and completeness, adherence to program standards and reporting accuracy of field paper work..

The Production Manager monitors all production rates of Assessors and Field Staff for bench marks, quality and program compliance and goals.

The Production Manager makes arrangements for WX inventory purchases and tracking. Additionally, inventory and field purchases that meet program standards outlined in the WIS manuals. Work files are given scrutiny before invoicing and file checks for completed for omissions and errors. If errors are found the file is returned to Field Supervisors for corrections.

The Office Supervisor reviews and checks WX work files for completeness, accuracy before submission to CSD.

The Department Director oversees all operations and conducts department meetings with key program staff to ensure program compliance and accurate reporting.

**Workforce
Development**

Enter the total number of in-house employees currently working in CSD weatherization and HCS programs in the following positions. Count each employee only once. If only a portion of an employee's time is charged to the program, count that person as one.

Position	Total
Admin / Fiscal	7
Program Management	2
Program Support	35
Intake	5
Outreach	2
Other -	2

Enter the total number of subcontracted employees currently working in CSD weatherization and HCS programs in the following positions. Count each subcontracted employee only once. If only a portion of an employee's time is charged to the program, count that person as one.

Position	Total
Admin / Fiscal	N/A
Program Management	N/A
Program Support	N/A
Intake	N/A
Outreach	N/A
Other -	N/A

Describe your plans for building up your in-house workforce to meet the capacity needed to perform the ARRA program.

Staffing levels for DOE ARRA is completed.

The agency has created a data base that contains training requirements and updated trainings with dates of schedules and completion dates.

Describe how you will develop partnerships with local workforce investment advocates in order to achieve the objectives outlined above.

The agency has no plans to outsource but elected to hire and utilize current and recently hired agency employees.

Provide a timeline that corresponds to the above workforce development plan.

N/A

Describe your plans for building up your workforce by outsourcing to meet the capacity needed to perform the ARRA program.

The agency has no plans to outsource field work.

Describe your action plan for outsourcing, including a description of the RFO/bidding process, how interested parties will be informed of this opportunity and provide a timeline for aligning subcontractors to provide timely delivery of services. Also describe your action plan for oversight of subcontractors.

N/A

If you are not outsourcing any of your workforces, explain why.

The agency recruited and hired new employees to accommodate work load for the DOE ARRA WX Contract work.

Other Subcontracting

Describe your plans for procuring of material goods and services from third parties, how the agency plans to inform interested parties within the local community of subcontracting opportunities, and your action plan for oversight of subcontractors.

N/A

Vehicle & Equipment over \$5,000 per Unit

If you are planning on charging any portion of vehicle and equipment purchases to ARRA, enter the following information related to these purchases. This will require DOE approval.

Item	Quantity	Est. Cost
¼ ton Cargo Van	2	\$56,000

Barriers

Identify any barriers that you feel you may face in meeting the requirements of ARRA (subcontracting, workforce development, outreach & marketing, quality assurance and oversight, compliance with DOE requirements, fiscal requirements and reporting, performance).

N/A

Describe what assistance you will need from CSD.

On going communication that include updates and any program changes.

Attached Document Checklist

Document	Attached?
Ramp Up Schedule	yes
Field Staff Training Logs for Agency Staff & Subcontractors	yes
Diagnostic Equipment Log	Yes
Disclosure of Findings	N/A
Disclosure of Legal Proceedings	N/A

Comments

Enter any comments you wish to make relative to the Local Plan and ARRA.

No comments at present to offer.

DOE ARRA PRIORITY PLAN NARRATIVE

Outreach

Describe in narrative format the selection process for dwellings to be weatherized and the outreach methods to be utilized to assure that eligible households are made aware of the services through DOE ARRA or any similar energy-related assistance program.

Our first step is the continuation of marketing and outreach through media, and with on-going communication with local community groups and church leaders, local government leaders and key staff located in county/city sites. Applications and agency literature will be left for distribution.

The agency will mail applications for service to all interested or referral applicants. We also have access to all Butte County CARE utility customers through a PG&E data base supplied by PG&E.

All completed applications will be entered in our data base to establish priority for service.

Those utility customers who have propane heat and who have no previous WX under a state program or ineligible for the PG&E Energy Partners WX will be contacted and reviewed for priority for DOE ARRA.

The agency will use the priority plan approved by CSD to establish the level of priority for service. Those applicants who have a Priority One will be served first based upon immediate need. Intake and Assessment appointment are scheduled at the convenience of the applicant. Income documentation and utility bills are requested at time of interview.

Reweathering on

Describe in narrative format your selection process to ensure compliance with the DOE ARRA Reweathering Policy when providing services to dwellings previously weatherized from September 30, 1994 and earlier.

The agency will adhere to the CSD approved DOE ARRA priority plan for Butte County. The agency will access its own data base of weatherized units and CSD for validation of any previous service..

Our agency is targeting un-weatherized homes of PG&E utility customers and those who have Propane heat but did not receive WX infiltration measures or those households having not received any WX service.

If the applicant meets a Priority One but had previous weatherization they will be referred to LIHEAP or PG&E and re-evaluated for priority and service. If the client reports an inoperable or unsafe gas FAU or kitchen gas stove they will be referred to LIHEAP for WX and ECIP for testing and determination for service.

**Client
Education**

Describe in narrative format a description of how your client education services will be provided to include needs assessments, budget education/counseling, energy conservation and weatherization measures education. Describe how your activities are designed to target households that have not been previously serviced under a LIHEAP or DOE Weatherization program.

Agency Intake/Assessors are certified through PG&E Stockton Training Center and will be utilized for client education purposes of DOE ARRA. The agency will schedule additional training at our training center for DOE ARRA and LIHEAP weatherization measure education classes soon in 2010.

The home assessment work will be performed by a long term agency employee with the following certifications: Weatherization Specialist, Duct Testing and Blower Door and Health & Safety including Lead and Asbestos Trainings..

Additionally each home is being inspected pre and post by a licensed CSLB licensed Building Inspector employed with the agency.

The agency will utilize its own client data base and also access CSD of completed LIHEAP or DOE weatherized households to determine previous service. The agency also has a data base of applicants requesting service with no previous weatherization work. The agency will access our data base of PG&E CARE customers having propane heating and not eligible for program infiltration weatherization measures. Most only received light bulbs and possibly a new refrigerator.

Home energy audits and intake services are performed at each home, and the education to each applicant is specialized and tailored according to individual or household budget needs, energy source and dwelling conditions.

If a non-operational gas stove or FAU is reported, the agency will complete a scheduled visit to the home for determination and service and if found, be referred to LIHEAP and ECIP for all work. Some units may be referred to the PG&E Energy Partners program.

**Training and
Technical
Assistance**

Describe in narrative format a description of how you will provide Training and Technical Assistance to your administrative and program staff.

All current HCDD program staff has received basic WX training. The HCD Department Director and Production Manager are long term employees (25 years) and have numerous WX trainings.

Some of these are Energy Specialist (Education), WX Specialist, CHEERS and NEAT Auditors certifications and others. The Program Director is a B licensed Building Contractor for over 22 years and an RME for the agency. Administrative staff and HCDD program staff has attended WX Webinars, Davis Bacon and Prevailing Wage Webinars, also sat in on CSD teleconferencing trainings on DOE ARRA.

Long term staff has been attending updated Webinars trainings in Basic

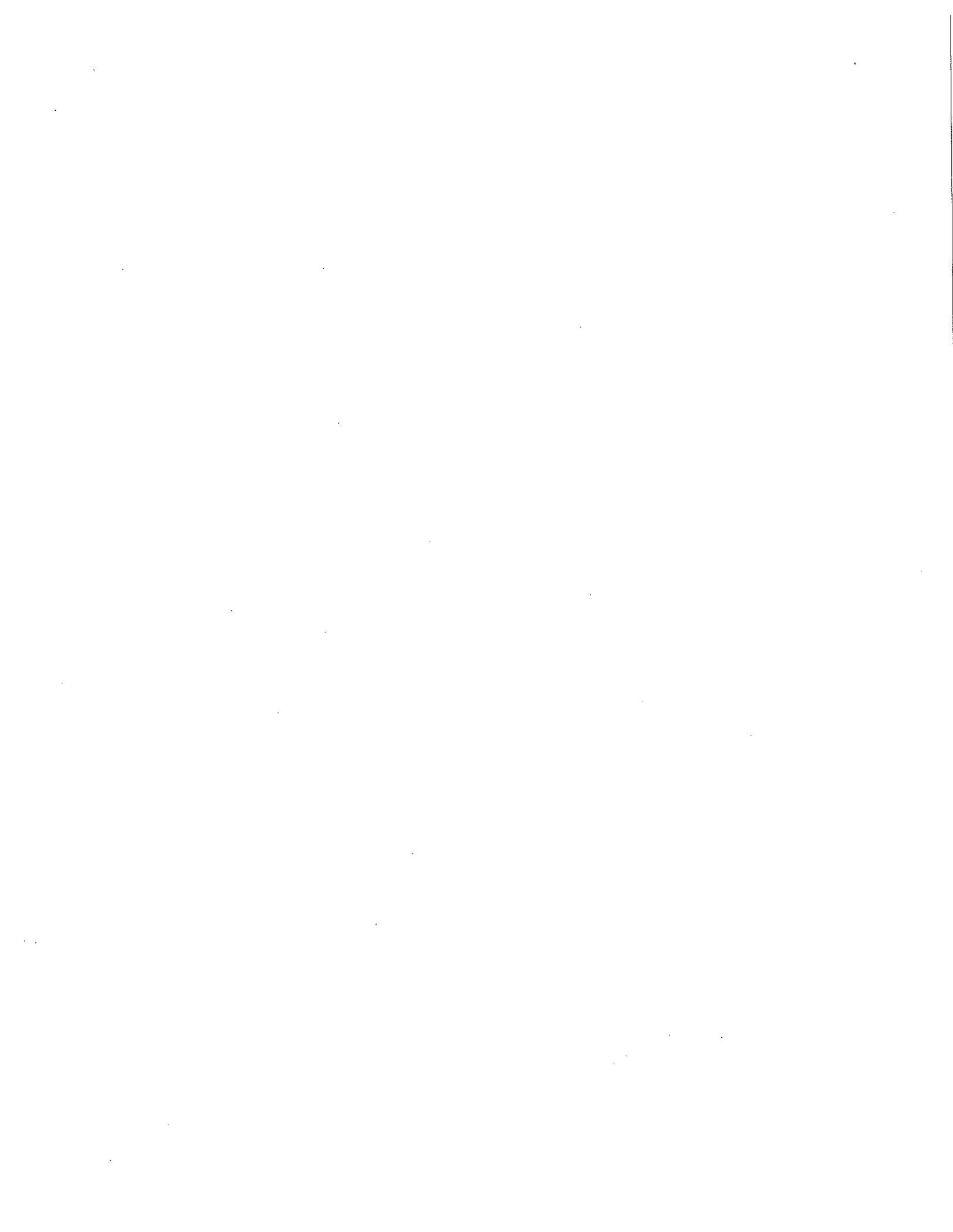
Weatherization, Blower Door, Health & Safety, Duct Blaster, and Lead Abatement.

As CSD new DOE ARRA program trainings are offered in 2010, the agency will have department and administrative staff in attendance.

Leveraging

Describe in narrative format how you will leverage DOE ARRA funds with other available program funds and how much leveraging you plan on coordinating.

No leveraging of programs.



State of California
 Department of Community Services and Development
 DRAFT Example of FY 2009 ARRA Stimulus DOE Allocation Using Pure 3FF
 Administration, Training & Technical Assistance, and Health & Safety

County/Service Area	A 100% Total Allocation				B Allowable Admin 5%				C Allowable T&TA 6%				D Allowable H&S (4.83/2.5%)			
	100% Total Allocation	Allowable Admin 5%	Allowable T&TA 6%	Allowable H&S (4.83/2.5%)	Allowable Admin 5%	Allowable T&TA 6%	Allowable H&S (4.83/2.5%)	Allowable Admin 5%	Allowable T&TA 6%	Allowable H&S (4.83/2.5%)	Allowable Admin 5%	Allowable T&TA 6%	Allowable H&S (4.83/2.5%)			
Alameda Co.	757,496	37,875	48,056	167,891	378,748	18,937	24,028	83,946								
1 Area A - City of Berkeley	3,900,107	195,005	247,424	864,420	1,950,054	97,503	123,712	432,210								
2 Area B - Spectrum Community Services, Inc.	251,099	12,555	15,930	55,654	125,550	6,278	7,965	27,827								
3 Amador-Tuolumne Service Area - Amador-Tuolumne CAA	435,089	21,754	27,602	96,433	217,545	10,877	13,801	48,217								
Catalaveras	442,235	22,112	28,056	98,017	221,118	11,056	14,028	49,009								
Tuolumne	1,128,423	56,421	71,588	268,001	564,213	28,211	35,794	125,052								
Service Area Total	1,980,267	99,013	125,629	438,906	990,134	49,507	62,815	219,453								
4 Butte Co. - CAA of Butte County, Inc.	181,461	9,073	11,512	40,219	90,731	4,537	5,756	20,110								
5 Colusa Service Area - Glenn Co. Human Resource Agency	252,513	12,626	16,020	55,967	126,257	6,313	8,010	27,984								
Glenn	177,010	8,851	11,230	39,232	88,505	4,425	5,615	19,616								
Trinity	610,984	30,550	38,762	135,418	305,493	15,275	19,381	67,709								
Service Area Total	3,379,410	168,971	214,391	749,012	1,689,705	84,485	107,196	374,506								
6 Contra Costa Co. - Contra Costa Employment & Human Services	359,723	17,986	22,821	79,729	179,862	8,993	11,411	39,865								
7 Del Norte Co. - Del Norte Senior Center	39,219	1,961	2,488	8,693	19,610	981	1,244	4,346								
8 El Dorado Service Area - El Dorado Co. Dept. of Human Services	1,479,624	73,981	93,868	327,944	739,812	36,991	46,994	163,972								
Alpine	1,518,843	75,942	96,356	336,636	759,422	37,972	48,178	168,318								
El Dorado	8,218,077	410,904	521,358	1,821,454	4,109,039	205,452	260,679	910,727								
Service Area Total	1,576,020	78,801	99,983	349,309	788,010	39,401	49,992	174,654								
9 Fresno Co. - Fresno Co. EOC	744,274	37,214	47,217	164,961	372,137	18,607	23,608	82,480								
10 Humboldt Co. - Redwood CAA	4,628,289	231,414	293,621	1,025,814	2,314,145	115,707	146,810	512,907								
Imperial	5,372,563	268,628	340,838	1,190,774	2,686,282	134,314	170,419	595,387								
San Diego - Area A	358,916	17,946	22,770	79,550	179,458	8,973	11,385	39,775								
Service Area Total	320,348	16,017	20,323	71,002	160,174	8,009	10,162	35,501								
12 Inyo Service Area - ILMCA, Inc.	679,264	33,953	43,093	150,552	339,632	16,982	21,547	75,276								
Inyo	5,504,529	275,226	349,210	1,220,023	2,752,265	137,613	174,605	610,012								
Mono	992,955	49,648	62,993	220,079	496,478	24,824	31,497	110,039								
Service Area Total	1,151,648	57,582	73,061	255,251	575,824	28,791	36,531	127,626								
13 Kern Co. - CAP of Kern	670,299	33,515	42,524	148,565	335,150	16,758	21,262	74,283								
14 Kings Co. - Kings Community Action Organization, Inc.	1,229,998	61,500	78,032	272,617	614,999	30,750	39,016	136,308								
15 Lake Service Area - North Coast Energy Services	461,566	23,078	29,282	102,302	230,783	11,539	14,641	51,151								
Lake	1,319,602	65,980	83,716	292,477	659,801	32,990	41,858	146,238								
Madrin	1,596,543	79,827	101,285	353,858	798,272	39,914	50,643	176,929								
Mendocino	1,269,503	63,475	80,538	281,373	634,752	31,738	40,269	140,686								
Napa	7,699,159	384,957	488,438	1,706,441	3,849,581	192,480	244,220	853,220								
Solano	491,448	24,572	31,178	108,925	245,724	12,286	15,589	54,462								
Sonoma																
Yolo																
Service Area Total																
16 Lassen Co. - Lassen Economic Development Corporation																

State of California
 Department of Community Services and Development
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 Administration, Training & Technical Assistance, and Health & Safety

	County/Service Area			
	A 100% Total Allocation	B Allowable Admin 5%	C Allowable T&TA 6%	D Allowable H&S (A-B-C)/25%
Los Angeles Co.	9,337,892	486,895	592,400	2,069,649
17 Area A - CES	10,356,556	517,828	657,026	2,295,426
18 Area B - Maravilla	7,055,536	352,777	447,606	1,563,788
19 Area C - PACE				
20 Area D (To be divided among CES, Maravilla & PACE)				
CES (Interim)	3,699,611	184,981	234,705	819,981
Maravilla (Interim)	3,869,306	193,465	245,470	857,593
PACE (Interim)	3,920,183	196,009	248,698	868,869
Service Area Total	11,489,100	574,455	728,873	2,546,443
21 Mariposa Co. - Mariposa Co. Dept. of Human Services	291,840	14,592	18,514	64,684
22 Merced Service Area - Merced Co. CAA	1,330,406	66,520	84,402	294,871
Madera	1,893,611	94,681	120,131	419,700
Merced	3,224,017	161,201	204,533	714,571
Service Area Total	210,974	10,549	13,384	46,760
23 Modoc Co. - Redwood CAA	975,734	48,787	61,901	216,262
24 Nevada Co. - Nevada Co. Dept. of Housing & Community Services	6,020,487	301,024	381,942	1,334,380
25 Orange Co. - CAP of Orange Co.	1,001,264	50,063	63,521	221,920
26 Placer Co. - Project Go, Inc.				
27 Plumas Service Area - Plumas Co. CDC	340,306	17,015	21,589	75,426
Plumas	50,350	2,518	3,194	11,160
Sierra	390,656	19,533	24,783	86,585
Service Area Total	7,639,783	381,989	484,671	1,693,281
28 Riverside Co. - CAP of Riverside Co.				
29 Sacramento Service Area - CRP, Inc.	6,553,933	327,697	415,784	1,452,613
Sacramento	639,238	31,962	40,554	141,681
Sutter	656,941	32,847	41,677	145,604
Yuba	7,850,112	392,506	498,015	1,739,898
Service Area Total	8,985,030	449,252	570,014	1,991,441
30 San Bernardino Co. - CAP of San Bernardino Co.	2,492,928	124,646	158,152	552,533
31 San Diego Co. - Area B - MAAC	2,592,106	129,605	164,444	574,514
32 San Francisco Co. - EOC of San Francisco	4,215,022	210,751	267,403	934,217
33 San Joaquin Co. - Dept. of Aging, Children's & Community Services	1,131,126	56,556	71,759	250,703
34 San Luis Obispo - EOC of San Luis Obispo Co.	1,803,884	90,193	114,438	399,808
35 San Mateo - CAA of San Mateo Co., Inc.	1,760,163	88,006	111,665	390,123
36 Santa Barbara Co. - CAC of Santa Barbara Co.				
Santa Clara County	3,973,276	198,664	252,066	880,637
37 Northern Area - CAA of San Mateo Co., Inc. (Interim)	247,328	12,366	15,691	54,818
38 Southern Area - Central Coast Energy Services (Interim)	2,134,291	106,715	135,400	473,044
39 Santa Cruz Service Area - Central Coast Energy Services	226,862	11,343	14,392	50,282
Monterey	1,352,536	67,627	85,805	299,776
San Benito				
Santa Cruz	3,713,639	185,685	235,597	823,102
Service Area Total				

	County/Service Area			
	A 50% of Total Allocation	B Allowable Admin 5%	C Allowable T&TA 6%	D Allowable H&S (A-B-C)/25%
Los Angeles Co.	4,668,946	233,447	296,200	1,034,825
17 Area A - CES	5,178,284	258,913	328,510	1,147,710
18 Area B - Maravilla	3,527,768	176,388	223,803	781,894
19 Area C - PACE				
20 Area D (To be divided among CES, Maravilla & PACE)				
CES (Interim)	1,849,806	92,490	117,352	409,991
Maravilla (Interim)	1,934,653	96,733	122,735	428,796
PACE (Interim)	1,960,092	98,005	124,349	434,435
Service Area Total	5,744,551	287,228	364,436	1,273,222
21 Mariposa Co. - Mariposa Co. Dept. of Human Services	145,920	7,296	9,257	32,342
22 Merced Service Area - Merced Co. CAA	665,203	33,260	42,201	147,436
Madera	946,806	47,340	60,066	209,850
Merced	1,612,009	80,600	102,267	357,286
Service Area Total	105,487	5,274	6,692	23,380
23 Modoc Co. - Redwood CAA	487,867	24,393	30,950	108,131
24 Nevada Co. - Nevada Co. Dept. of Housing & Community Services	3,010,244	150,512	190,971	667,190
25 Orange Co. - CAP of Orange Co.	500,632	25,032	31,760	110,960
26 Placer Co. - Project Go, Inc.				
27 Plumas Service Area - Plumas Co. CDC	170,153	8,508	10,795	37,713
Plumas	25,175	1,259	1,597	5,580
Sierra	195,328	9,767	12,392	43,292
Service Area Total	3,819,892	190,985	242,336	846,640
28 Riverside Co. - CAP of Riverside Co.				
29 Sacramento Service Area - CRP, Inc.	3,276,967	163,848	207,892	726,307
Sacramento	318,619	15,981	20,277	70,840
Sutter	328,471	16,424	20,838	72,802
Yuba	3,925,057	196,253	249,007	869,949
Service Area Total	4,492,515	224,628	285,007	995,721
30 San Bernardino Co. - CAP of San Bernardino Co.	1,246,464	62,323	79,076	276,266
31 San Diego Co. - Area B - MAAC	1,296,053	64,803	82,222	287,257
32 San Francisco Co. - EOC of San Francisco	2,107,511	105,376	133,701	467,109
33 San Joaquin Co. - Dept. of Aging, Children's & Community Services	565,563	28,278	35,880	125,351
34 San Luis Obispo - EOC of San Luis Obispo Co.	901,932	45,097	57,219	199,904
35 San Mateo - CAA of San Mateo Co., Inc.	880,082	44,004	55,833	195,061
36 Santa Barbara Co. - CAC of Santa Barbara Co.				
Santa Clara County	1,986,638	99,332	126,033	440,318
37 Northern Area - CAA of San Mateo Co., Inc. (Interim)	123,664	6,183	7,845	27,409
38 Southern Area - Central Coast Energy Services (Interim)	1,067,146	53,357	67,700	236,522
39 Santa Cruz Service Area - Central Coast Energy Services	113,431	5,672	7,196	25,141
Monterey	676,288	33,813	42,903	149,888
San Benito				
Santa Cruz	1,856,845	92,842	117,799	411,551
Service Area Total				

State of California
 Department of Community Services and Development
 DRAFT Example of FY 2009 ARRA Stimulus DOE Allocation Using Pure 3FF
 Administration, Training & Technical Assistance, and Health & Safety

County/Service Area	A				B				C				D			
	100% Total Allocation	Allowable Admin 5%	Allowable T&TA 9%	Allowable H&S (A-B-C)25%	50% of Total Allocation	Allowable Admin 5%	Allowable T&TA 9%	Allowable H&S (A-B-C)25%	50% of Total Allocation	Allowable Admin 5%	Allowable T&TA 9%	Allowable H&S (A-B-C)25%				
40 Shasta/Tehama Service Area - SHHP, Inc.	1,878,631	93,932	119,181	416,380	939,316	46,966	59,591	208,190	939,316	46,966	59,591	208,190				
Shasta	775,999	38,800	49,230	171,992	388,000	19,400	24,615	85,966	388,000	19,400	24,615	85,966				
Tehama	2,654,630	132,732	168,411	588,372	1,327,316	66,566	84,206	294,186	1,327,316	66,566	84,206	294,186				
Service Area Total	1,281,164	64,058	81,278	283,957	640,582	32,029	40,639	141,979	640,582	32,029	40,639	141,979				
41 Siskiyou Co. - Great Northern Corporation	2,782,846	139,142	176,545	616,790	1,391,423	69,571	88,272	308,395	1,391,423	69,571	88,272	308,395				
42 Stanislaus Co. - CVOC, Inc.	4,112,752	205,638	260,915	911,550	2,056,376	102,819	130,457	455,775	2,056,376	102,819	130,457	455,775				
43 Tulare Co. - CSET, Inc.	2,000,661	100,033	126,923	443,426	1,000,331	50,017	63,461	221,713	1,000,331	50,017	63,461	221,713				
44 Ventura Co. - Community Action of Ventura Co., Inc.																
TOTALS	153,759,804	7,687,990	9,754,588	34,079,307	76,879,902	3,843,999	4,877,294	17,039,652	76,879,902	3,843,999	4,877,294	17,039,652				

EXHIBIT B
(Standard Agreement)

(2009 DOE WAP AMENDMENT 2)

RAMP UP SCHEDULE

Agency: Community Action Agency of Butte Co	2009			2010			2011			2012		
	Total	7/1 - 9/30	10/1 - 12/31	1/1 - 3/31	4/1 - 6/30	7/1 - 9/30	10/1 - 12/31	1/1 - 3/31	4/1 - 6/30	7/1 - 9/30	10/1 - 12/31	1/1 - 3/31
Job Creation - Subcontractors	14	0	8	4	2	0	0	0	0	0	0	0
Basic Weatherization	0											
Specialty	0											
Other -	0											
Other -	0											
Total	0	0	0	0	0	0	0	0	0	0	0	0
Vehicle & Equipment Purchases	Total	7/1 - 9/30	10/1 - 12/31	1/1 - 3/31	4/1 - 6/30	7/1 - 9/30	10/1 - 12/31	1/1 - 3/31	4/1 - 6/30	7/1 - 9/30	10/1 - 12/31	1/1 - 3/31
Vehicles	2											
Equipment - Infrared Camera	1											
Equipment -	0											
Equipment -	0											
Equipment -	0											
Total	3	0	0	0	0	2	0	0	0	0	0	0

Comments:

Instructions

- These schedules replace all previous ones submitted as part of the DOE ARRA Local Plan.
- CSD will be reviewing the aggregate totals on a statewide basis to determine if the State will attain the 30% of estimated completed dwellings by 9/30/10.
- If agency can not forecast any activity in the 3rd quarter (Jan - Mar 2010), specific reasons must be given in the comments section above. Please bear in mind that DOE and the administration have expressed that they want states to spend out as quickly as possible and that each agency should put their best estimate forward.
- Base estimates for unit production on current DOE measures, reimbursement rates and historical data.
- The formulas for calculating the average cost per unit and the health and safety measure maximum are included in this addendum.

Expenditures by County -

- Enter the name of each county in your service territory on separate lines.
- For each county, enter the percentage of funds you plan to expend by the end of each quarter.

Unit Production By County -

- Enter the name of each county in your service territory on separate lines.
- For each county, enter the number of units you plan to complete by the end of each quarter.

Job Creations - Agency -

- Enter the number of employees by category that you estimate will be hired each quarter.

EXHIBIT B
(Standard Agreement)

(2009 DOE WAP AMENDMENT 2)

RAMP UP SCHEDULE

Agency: Community Action Agency of Butte

2009	2010	2011	2012
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- Categories - If a new hire fits into more than one category, count the person only once. Place them in the category that requires the most training per the proposed training coursework in the instructions.

Job Creations - Subcontractors

- Enter the estimated number of jobs that will be created by contracting with subcontractors for both basic wx and specialty work.
- To help determine the number of jobs, base your estimate as if you were doing a direct hire rather than subcontracting.

Vehicle & Equipment Purchases over \$5,000 per Unit

- Enter the quantity of vehicles and equipment in the quarter you are planning to make the purchases even if only a portion of the purchase will be charged to ARRA.

Note: Although this sheet is protected, there is no password. To remove the protection, go to Tools, choose Protection and lastly choose Unprotected Sheet.

Blower Doors & Duct Blasters -

- Date Gauge Last Sent to Manufacturer? - Enter the date that the gauge was last sent to the manufacturer for any reason. If you have not sent the equipment to the manufacturer since you acquired it, enter "N/A".

Future Purchases -

- Be certain to answer this question after each type of equipment. This will help CSD in negotiating some bulk purchase rates.

Note: Add more lines when necessary. The form is protected without a password. To remove the protection, go to Tools, choose Protection and lastly choose Unprotect Sheet.

FIELD STAFF TRAINING LOG

Agency Name: CAA of Butte County

Subcontractor Name:

Employee Name	Hire Date	Basic Wk	CAS	Blower Door	Duct Blaster	Environ Hazard	Lead-Safe Wk	HUD Lead-Safe Wk	Performs Unit Assessment?
Cheyenne Boesen	09/08/04	Training Date	01/01/05	01/01/05	01/10/05	01/10/05			X
		Provider	in house	in house	in house	in house			
		Training Date	01/01/00	01/01/00	01/01/00	01/01/00	10/08/09	10/08/09	
Provider	in house	in house	in house	in house	On Line	On Line			
John Jackson	01/20/92	Training Date	01/01/03	01/02/03	01/10/03	01/11/03			X
		Provider	in house	in house	in house	in house			
		Training Date							
Chris Glenn	10/04/02	Training Date							X
		Provider							
		Training Date							
Assessors / Inspectors									
		Training Date							
		Provider							
		Training Date							
		Provider							
		Training Date							
		Provider							
Crew Leaders (Journeyman)									
Joe Battaglia	02/17/09	Training Date	09/01/09	09/01/09	09/10/09	09/10/09	10/06/09	10/06/09	
		Provider	In House	In House	In House	In House	On Line	On Line	
		Training Date	09/01/09	09/01/09	09/10/09	09/10/09		12/11/09	
Provider	In House	In House	In House	In House		On Line			
William Brady	03/30/09	Training Date	01/01/00	01/01/00	01/01/00	01/01/00			
		Provider	In House	In House	In House	In House			
		Training Date	01/01/03	01/01/03	01/10/03	01/10/03		09/10/09	
Provider	In House	In House	In House	In House		On Line			
Yarnell	07/31/00	Training Date	02/01/04	02/01/04	02/01/09	02/01/09			
		Provider	In House	In House	In House	In House			
		Training Date							
Aaron Jones	08/01/01	Training Date							
		Provider							
		Training Date							
Jeremy Blumlein	08/18/03	Training Date							
		Provider							
		Training Date							
Crew Members (Apprentices)									

Employee Name	Hire Date	Training Date	Basic Wx	CAS	Blower Door	Duct Blaster	Environ Hazard	Lead-Safe Wx	HUD Lead-Safe Wx	Performs Unit Assessments?
William Rodriguez	03/25/08	Training Date	09/01/09	09/01/09	09/10/09	09/10/09				
		Provider	In House	In House	In House	In House				
		Training Date	09/01/09	09/01/09	09/10/09	09/10/09				
Ryan Wilson	03/25/09	Provider	In House	In House	In House	In House				
		Training Date	09/01/09	09/01/09	09/11/09	09/11/09				
		Provider	In House	In House	In House	In House				
Shannon Bass	07/27/09	Training Date	09/01/09	09/01/09	09/11/09	09/11/09				
		Provider	In House	In House	In House	In House				
		Training Date	09/01/09	09/01/09	09/11/09	09/11/09				
Trandon Lazard	07/27/09	Provider	In House	In House	In House	In House				
		Training Date	09/01/09	09/01/09	09/11/09	09/11/09				
		Provider	In House	In House	In House	In House				
Todd Rose	08/03/09	Training Date	09/01/09	09/01/09	09/11/09	09/11/09				
		Provider	In House	In House	In House	In House				
		Training Date	09/01/09	09/01/09	09/11/09	09/11/09				
Damon Wilson	02/02/09	Provider	In House	In House	In House	In House				
		Training Date	09/01/09	09/01/09	09/11/09	09/11/09				
		Provider	In House	In House	In House	In House				
Russell Shortman	07/27/09	Training Date	09/01/09	09/01/09	09/11/09	09/11/09				
		Provider	In House	In House	In House	In House				
		Training Date	09/01/09	09/01/09	09/11/09	09/11/09				

Instructions

Complete this form for your agency and include all current weatherization and HCS employees who work on CSD programs. Complete a separate form for each subcontractor who currently performs basic weatherization services for your agency. Do not complete a form for subcontractors who are CSD service providers.

Categorize employees by their primary job function. Count each part-time employee as one.

Provider key -

- Please use one of the following choices when entering a provider.

Use	For
STC	PG&E Energy Training Center in Stockton
SB	San Bernardino Energy Training Center
In-house	Provided at the agency by another agency employee
Onsite	Onsite training provided by RHA
Other	Any other type of provider not listed

Performs Unit Assessments? -

- Place an X by any employee who performs assessments you consider to be the primary assessment of the dwelling.

Employee Name	Hire Date	Basic Wx	CAS	Blower Door	Duct Blaster	Environ Hazard	Lead-Safe Wx	HIJD Lead-Safe Wx	Performs Unit Assessments?
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Note: Add more lines when necessary. The form is protected without a password. To remove the protection, go to Tools, choose Protection and lastly choose Unprotect Sheet.

DIAGNOSTIC EQUIPMENT LOG

Agency:

Community Action Agency of Butte County

Subcontractor:

Make / Model	Probe Extension Present?	Analyzer Acquisition Date	Analyzer General Condition	Date Analyzer Last Sent to Manufacturer?		
CO Analyzers						
Frite Tech 24-7236	yes		good	10/20/09		
Frite Tech 24-7269	yes		fair	10/20/09		
Frite Tech 24-7236	yes		good	09/04/09		
Frite Tech 24-7269	yes		poor	09/04/09		
Frite Tech 24-7269	yes		poor	04/09/09		
How many additional CO analyzers will you be purchasing for ARRA?						
				3		
Blower Make / Model Number / Color	Acquisition Date (or date updated whichever is later) of Blower Door (excluding gauge)	General Condition of Blower/Frame/ Panel/Controller	Gauge Make / Model / Type	Acquisition Date of Gauge	General Condition of Gauge	Date Gauge Last Sent to Manufacturer?
Blower Doors						
Minnecapols 3217- White	Unknown	Poor	Analog	Unknown	Poor	04/13/09
Minnecapols 3349- White	Unknown	Poor	Analog	Unknown	Poor	04/13/09
Minnecapols 3359- Black	Unknown	Poor	DG-3/	Unknown	Fair	04/13/09
Minnecapols 9912- Black	Unknown	Fair	DG-700/	Unknown	Good	04/13/09
Minnecapols 9911- Black	Unknown	Fair	DG-700/	Unknown	Good	04/13/09
Minnecapols 13011- Black	Unknown	Good	DG-700/	04/13/09	Good	04/13/09
Minnecapols 9358- Black	Unknown	Fair	DG-700/	Unknown	Good	04/13/09
Minnecapols 13010- Black	Unknown	Good	DG-700/	Unknown	Good	04/13/09

DOE ARRA Amended Local Plan – Addendum 1

Instructions

If you need additional funding for intake, outreach and/or client education, you must provide justification for the increased need. If you do not need any additional funding, enter zero under the first question for each expense line item below.

Additional Intake Justification

Intake is currently limited to 2% of your total contract. How much additional funding will you need to support expanded or different approaches for carrying out intake services? (Enter the dollar amount.)

No Change

If you are requesting additional funds, describe the differences in strategy and design for delivering intake as compared to what you proportionately spend in a normal year.

Additional Outreach Justification

Outreach is currently limited to 5% of your total contract. How much additional funding will you need to support expanded or different approaches for carrying out outreach services? (Enter the dollar amount.)

No Change

If you are requesting additional funds, describe the differences in strategy and design for delivering outreach as compared to what you proportionately spend in a normal year.

Additional Client Education Justification

Client Education is currently limited to 5% of your total contract. How much additional funding will you need to support expanded or different approaches for carrying out client education services? (Enter the dollar amount.)

No Change

If you are requesting additional funds, describe the differences in strategy and design for delivering client education as compared to what you proportionately spend in a normal year.

DOE ARRA Amended Local Plan – Addendum 1 Cover Page

Due Date No later than 10 working days after the approval of the Davis-Bacon Plan

Email to Patsy Esposito pesposit@csdca.gov

Contact for Questions

Agency Name	Community Action Agency of Butte County, Inc.
Contact Person	Rae Rush
Title	Housing & Community Development Director
Phone Number	530.538.7534 Ext. 203
Email	rrush@buttecaa.com

CSD Approval

Approved by	
Approval Date	
